

*Michigan's Campaign to End Homelessness Housing Initiatives*

**HOMELESS YOUTH HOUSING INITIATIVE**

**Addendum C**

**2008-2009**

**REQUEST FOR PROPOSALS**

**Program Overview:**

Transitioning to adulthood is difficult, but homeless youth have even greater obstacles to overcome. Stable housing linked with services is critical to helping homeless youth make this transition. Nationally, youth homelessness is a disturbing problem that continues to grow. Although the prevalence is difficult to measure, researchers estimate that about 5 to 8 percent of youth experience homelessness. In 2006, over 450 youth received homeless youth services in Michigan via state and federally funded Homeless Youth programs. These youth may have voluntarily left their homes, were asked to leave by family, or simply did not have a physical location to call home. Some youth exited Michigan's foster care and juvenile justice systems without adequate preparation or supports.

Often times these youth are leery of, or not welcome in, adult shelter programs. They choose instead to bounce from "friend's couch to friend's couch", to sleep in state parks or cars, or to open themselves up to exploitation in an attempt to find a place to sleep, a meal, and safety. Additional hurdles they may face in finding stable housing include: landlords unwilling to rent to young people who have little or no credit history or references; a lack of work experience which makes it challenging to find employment that will pay enough to cover rent, and expenses, and; a lack of life skills competencies which may have left them with no idea how to budget money, cook a meal, do laundry, or maintain a home.

In an effort to alleviate the problem of youth homelessness, in 2006 the Michigan State Housing Development Authority (MSHDA) allocated \$3 million dollars (\$3,000,000) to provide up to two years of tenant based rental assistance targeted to homeless youth. For that initiative, MSHDA partnered with the Department of Human Services (DHS), Michigan Network for Youth and Families (MNYF), and the Corporation for Supportive Housing (CSH). Programs have since provided supportive transitional and wraparound services to youth and engaged them fully while assisting them to learn how to support themselves.

**Project Overview:**

For the 2008-09 funding year, MSHDA has committed \$1.5 million dollars (\$1,500,000) that can be used to create permanent supportive housing for homeless youth. Funds may be used for the acquisition, rehabilitation or new construction of supportive housing. Grantees with no prior experience in housing development are encouraged to partner with local community development corporations, nonprofit supportive housing developers or affordable housing developers.

For this initiative, MSHDA continues to partner with the Department of Human Services (DHS), Michigan Network for Youth and Families (MNYF), and the Corporation for Supportive Housing (CSH). Through this initiative we hope to build upon the strength of existing local partnerships in order to create permanent supportive housing for homeless youth. It is our intent to assure that rural as well as urban



projects are considered, with a minimum of one (1) rural Homeless Youth project funded through this offering.

### **Expected Outcomes:**

- Align with and support local 10-Year Plans to End Homelessness;
- Reduce the duration of homelessness for youth who enter the emergency shelter system;
- Decrease the time required to assist youth in securing mainstream services, entitlement benefits, and opportunities for increased income;
- Increase the numbers of youth who exit the shelter system with positive housing outcomes;
- Decrease measurable net costs of homelessness for public systems (over time);
- Create local models of supportive housing for youth who are experiencing homelessness;
- Develop and implement strategies that rapidly move youth from shelters and streets into permanent housing;
- Create linkages between this initiative and local, state and federal funding streams;
- Enhance collaboration between local units of government, Continuum of Care (CoC) bodies, Community Collaborative service providers, local businesses, and local philanthropic entities;
- Create or support local Interagency Service Teams representing the needs of homeless youth.

### **Use of Funds:**

For this initiative MSHDA will commit **up to \$500,000** to each selected community.

These funds may be used for:

- New construction or acquisition/rehabilitation of Supportive Housing Rental Projects.
  - Funding will be structured as a zero percent, non-amortizing repayable loan, due in full upon sale, or on or before 40 years of the date of disbursement, with 25 percent of the loan forgiven for every 10 years of successful operation.
  - Fifteen percent of the funds can be used as a developer fee.

### **Match Dollars/Leveraged Resources:**

Communities are required to provide a 25 percent local match or leverage of funding. To be eligible as match/leverage, funding must be newly allocated or existing funding that is redirected to target the youth in this initiative. The following resources may be used to provide the matching funds:

- Local, state or federal funding opportunities including but not limited to:
  - Community Development Block Grant (CDBG); Home Investment Partnership Program (HOME); Low Income Housing Tax Credits (LIHTC); Payment in lieu of taxes (PILOT); Shelter Plus Care (S+C); Supportive Housing Program (SHP); DHS State Emergency Relief/Emergency Service Grants; local Public Housing Authority (PHA) Project Based Vouchers; operating grants and/or service funding; Chaffee Foster Care Independence Program; State Homeless Youth Funding (HY) Local Public Housing Authority rental subsidies;
- Philanthropic sources/cash;
- Other community resources;
- Supportive service commitment.



## **Definitions:**

The intent of this initiative is to target youth most in need including those with incomes at or below 20 percent AMI and those at greatest risk of experiencing long-term homelessness.

**Youth** – For this initiative, a youth is defined as someone between the ages of 18 and 24 or a legally emancipated minor. This includes youth that are homeless, have runaway, aged out of the foster care system, and/or exited the juvenile justice system.

**Homeless** – an individual/family who lacks a fixed, regular, and adequate nighttime residence, including those living in:

- A publicly or privately operated shelter or transitional facility designed to provide temporary living accommodations;
- An institution that provides a temporary residence for individuals intended to be institutionalized;
- A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings (including living on the streets, at a state park, or in an automobile);
- Doubled up (couch surfing);

**Interagency Service Team (IST)** - A team of representatives from human service agencies that serve the low-income population in their community. This team should consist of representatives from the key stakeholders within the community including:

- Department of Human Services
- Community Mental Health Provider
- Michigan Works! Agency
- Emergency and/or Domestic Violence Shelter Provider

Communities that have special programs that serve homeless populations should also where possible, include representatives from the following organizations as part of the IST:

- Hospital Administrators
- Local Police or Sheriff's Department
- Housing Resource Specialists
- Veterans Affairs
- Homeless Youth Programs
- Michigan Prisoner Re-Entry Initiative
- School District Homeless Liaison/School representation
- Community Action Agencies
- Substance Abuse Agencies

It is recommended that a single IST be created that encompasses all initiatives. If your community already has an existing IST, membership should be broadened to include the representation necessary for all of the initiatives. The IST should minimally meet quarterly.

**Project Lead Agency** - This agency assumes the responsibility of project management and coordination, and is the fiduciary for the funding.



***Housing First*** - Methodology premised on the belief that vulnerable and at-risk homeless individuals are more responsive to interventions and social services support after they are in their own housing, rather than while living in temporary/transitional facilities or housing programs. Rapid re-housing facilitates the move into permanent housing for homeless individuals and seeks to engage them in a voluntary progressive set of individual case management activities and a person centered planning process that moves them toward improved social and economic well being.

***Memorandum of Understanding (MOU)*** - A MOU must be created between identified supportive service agencies and other key stakeholders that clearly defines the relationship between all parties.

***Michigan Statewide Homeless Management Information System (MSHMIS)*** – This system details the homeless demographics in Michigan including the problems they face, the resources used, and where current services are falling short.

***Quarterly Initiative Status Reports*** - Reports identifying the current completion stage of the project, including information regarding problems incurred in the delivery of benefits. This information will be shared with the State Executive Management Team at their quarterly meetings.

**Eligible Communities and Project Lead Agency:**

Eligible Communities must meet all of the following criteria:

- The community must have submitted a 10-Year Plan to End Homelessness. (Details must be provided on how this initiative furthers the recommendations in your community's 10-Year Plan to End Homelessness.)
- The application package must be approved and signed by the four local key stakeholders, including the Continuum of Care Chairperson, Community Collaborative Chairperson, Community Mental Health Director, and local Department of Human Services Director.
- The community must have identified ONE Interagency Service Team (IST), which meets at least quarterly during the year.
- The community must have a Housing First strategy.
- The community must agree to disseminate best practices and lessons learned within their region and the state. The community must agree to participate in discussions of Barrier Busters at the local, regional and state levels.
- The project must receive Regional Council endorsement.

Eligible Project Lead Agencies must:

- Be approved by the key stakeholders and exhibit the capacity to administer the program;
- Have a history of and/or current experience working with youth, individuals or families who are homeless;
- Create a strong transition plan to assist tenants in increasing income and reaching self sufficiency within the term of the grant;
- Provide documentation of the eligible 25 percent matching funds;
- Enter client specific data into *Michigan Statewide Homeless Management Information System (MSHMIS)*;
- Submit a Memorandum of Understanding, Budget, and Development Timeline.



### **Threshold Requirements and Scoring Criteria:**

*Application packets must be submitted per instructions. Incomplete packets will not be reviewed.*

Criteria for basic eligibility will include:

- Project feasibility;
- Target population identified is either at or below 20 percent AMI;
- Potential match identified.

Scoring Criteria, points will be awarded based on the following:

- Targeting of the most in need;
- Capacity of Project Lead Agency and partners to provide housing and necessary supportive services;
- Input from consumers;
- The quality of the service commitment and plan with realistic service outcomes (including funding and partnerships for linking services);
- Regional distribution;
- Innovative and replicable project with a strong dissemination plan; and
- Evidence of case management coordination.

### **Technical Assistance:**

\*Further questions can be addressed during scheduled Question and Answer Conference Calls\*

***November 5, 2007***      Question and Answer Conference Calls  
❖ 10:00 a.m.  
Phone #: 866-840-0048  
Participant Code: 487041#

***November 20, 2007***      Question and Answer Conference Calls  
❖ 10:00 a.m.  
Phone #: 866-840-0048  
Participant Code: 487041#

***December 6, 2007***      Question and Answer Conference Calls  
❖ 10:00 a.m.  
Phone #: 866-840-0048  
Participant Code: 487041#

### **Development Assistance:**

***November 13, 2007***      **Workshop – Small Scale Supportive Housing Development Process**  
❖ 1:00 p.m. – 3:00 p.m.

MSHDA Lansing Office – Room 235  
735 E. Michigan Ave.

**OR**

Attend the workshop via a live web-cast.



Please register at [www.mittac.org](http://www.mittac.org) to attend the workshop at the MSHDA office, or via the web-cast. Click on “Training Registration” and then find the training workshop named: **MSHDA-SHHI**. Then click on the link for **MSHDA Room 235** to attend in person, or **web-cast** to join via a website.

**Guidelines for Submission:**

- The Addendum must be no more than 15 pages typed (excluding attachments), using 1” margins with a font size of 12.
- The original along with one copy of the signed application and all supporting documents must be received on or before **January 14, 2008 by 5:00 p.m.**
- In addition, each community must email the completed application package to [MSHDASupportiveHousing@michigan.gov](mailto:MSHDASupportiveHousing@michigan.gov).

Application packages must be submitted as follow:

- One General Community Application and required attachments (Local needs analysis and IST chart). The regional endorsement can be mailed separately, but must arrive at MSHDA no later than January 25, 2008.
- Project Addendum for the initiative with required attachments (Memorandum of Understanding, Timeline, and Development Budget)

**Faxed or incomplete application packages will not be accepted for processing.** All application materials must be received as a package (including the Community Application and all Addendums for which the community is applying). **Any materials not received as a package will not be processed.**